

**RECORD OF PROCEEDINGS**  
**CLEARCREEK TOWNSHIP TRUSTEES**  
**Minutes of Regular Meeting**  
**January 8, 2024**

The Clearcreek Township Trustees met in regular session at 5:30 p.m. with the following members present: Mr. Gabbard, Mr. Muterspaw, and Mr. Wade.

Mr. Wade opened the meeting and led in the Pledge of Allegiance.

Pursuant to ORC 505.01, at the first meeting of each calendar year, the Board of Township Trustees shall select one of its members to serve as Chairperson for a one-year term, and should the Chairperson be unavailable, a Vice Chairperson to assume those duties.

Mr. Wade requested nominations for Chairperson of the Clearcreek Township Board of Trustees. Mr. Muterspaw nominated Mr. Wade to be Chairperson of the Board. Mr. Gabbard seconded the nomination and upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Wade requested nominations for Vice Chairperson of the Clearcreek Township Board of Trustees. Mr. Wade nominated Mr. Gabbard to be Vice Chairperson of the Board. Mr. Gabbard seconded the nomination and upon roll call the vote was as follows: Mr. Wade-yea; Mr. Gabbard-yea; and Mr. Muterspaw-yea.

Mr. Wade asked if the Board members had any consent agenda item or items that they wished removed. No removal from the consent agenda was requested.

Mr. Wade called for Public Comment. No comments were noted.

Mr. Carolus, Fiscal Officer, asked the Board to approve the quarterly transfer of funds from the general fund to other funds.

Mr. Wade read Resolution 5478 – A Resolution approving a transfer of funds from the General Fund to other Funds in amounts equal to investment income generated by those Funds for the 4<sup>th</sup> Quarter of 2023 and dispensing with the second reading. Mr. Wade asked for a motion to approve the Resolution. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Carolus asked the Board to act on a resolution to receive property tax advances from Warren County.

Mr. Wade read Resolution 5479 – A Resolution requesting the County Auditor to make tax advances during calendar year 2024 pursuant to Section 321.34 of the Ohio Revised Code and dispensing with the second reading. Mr. Wade asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.



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Mr. Wade read Resolution 5480 – A Resolution of intent to dispose of unneeded, obsolete, or unfit personal property, including motor vehicles by internet auction for 2024, and dispensing with the second reading. Mr. Clark, Township Administrator, noted this is a procedural resolution that must be passed annually. Mr. Wade asked for a motion to approve the Resolution. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Wade read Resolution 5481 – A Resolution approving the collective bargaining agreement by and between the Board of Clearcreek Township Trustees and IAFF Local 4207 concerning their compensation and other terms and conditions of their employment, dispensing with the second reading, and declaring an emergency. Mr. Clark noted the presence of Lieutenant Adam Stafford who is the President of IAFF Local 4207. Mr. Wade congratulated both parties on a successful negotiation. Mr. Wade asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Wade read Resolution 5482 – A Resolution approving the collective bargaining agreement by and between the Board of Clearcreek Township Trustees and OPBA Police Officers concerning their compensation and other terms and conditions of their employment, dispensing with the second reading, and declaring an emergency. Mr. Clark noted that this contract was similar in nature to the new Local 4207 contract with some anomalies as noted and avoided further dispute resolution negotiations. Mr. Wade congratulated both parties on a successful negotiation. Mr. Wade asked for a motion to approve the Resolution. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.

Mr. Wade read Resolution 5483 – A Resolution approving the collective bargaining agreement by and between the Board of Clearcreek Township Trustees and OPBA Sergeants concerning their compensation and other terms and conditions of their employment, dispensing with the second reading, and declaring an emergency. Mr. Wade congratulated both parties on a successful negotiation. Mr. Wade asked for a motion to approve the Resolution. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Clark asked the Board to remedy an error in the 2024 compensation for Jeff Palmer, Planning and Zoning Director. Mr. Clark asked the Board to set Mr. Palmer's annual pay at \$114,363.14. Mr. Clark noted that this would remove a \$3,000 annual car allowance. Mr. Wade asked for a motion to set Mr. Palmer's compensation at \$114,363.14. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Terrill, Police Chief, and Mr. Agenbroad, Fire Chief, thanked the Board for their direction during negotiations.



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Mr. Jones, Road Superintendent, asked the Board to authorize the upfit of a Dodge Ram 5500 that was purchased in 2023 in the amount of \$39,335.00. Mr. Jones noted that the upfit will be used to equip the truck to handle snow removal and other road-related tasks. Mr. Wade asked for a motion to approve the purchase. Mr. Gabbard so moved with Mr. Muterspaw seconding the motion. Upon roll call the vote was as follows: Mr. Gabbard-yea; Mr. Muterspaw-yea; and Mr. Wade-yea.




Mr. Wade asked for a motion to approve the Consent Agenda. Mr. Muterspaw so moved to approve the Consent Agenda as presented to the Board:

- 1 Approval of Regular Minutes – December 26, 2023, Regular Session.
- 2 Current Bills and Financial Report.
- 3 Appoint Andre Tagliamonte to the Board of Zoning Appeals as an Alternate Member, term to expire November 30, 2024.
- 4 Appoint Clint Morton to the Board of Zoning Appeals as an Alternate Member, term to expire November 30, 2025.
- 5 Remove the following employees from their probationary periods, accept them as regular, fulltime employees, and accordingly adjust their hourly rates of pay effective December 23, 2023:
  - a. Alex Becker, Fire Fighter/EMT at \$21.49 per hour.
  - b. Matthew Walker, Fire Lieutenant at \$33.30 per hour.
  - c. Levi Sargent, Fire Captain at \$36.63 per hour.
  - d. Justin Buehler, Assistant Fire Chief, \$119,454.40 annual salary, (\$57.43 per hour).
- 6 Accept the Road, Planning and Zoning, Police and Fire monthly reports for December 2023.

Mr. Gabbard seconded the motion and upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

Mr. Wade noted the presence of two students in the audience who were attending the meeting to apply for the Warren County Township Association \$1,000 scholarship. Both came forward to get required signatures.

With no further business, Mr. Wade asked for a motion to adjourn the Regular Meeting. Mr. Muterspaw so moved with Mr. Gabbard seconding the motion. Upon roll call the vote was as follows: Mr. Muterspaw-yea; Mr. Gabbard-yea; and Mr. Wade-yea.

**FISCAL OFFICER**   
**TRUSTEE**   
**TRUSTEE**   
**TRUSTEE** 